



DEPARTMENT OF THE NAVY
OFFICE OF THE SECRETARY
WASHINGTON, D. C. 20350

SECNAVINST 5430.60B

OPA
1 August 1975

SECNAV INSTRUCTION 5430.60B

From: Secretary of the Navy

Subj: Office of Program Appraisal; responsibilities of

Ref: (a) SECNAVINST 5400.13 of 24 August 1971; Subj: Assignment and Distribution of Authority and Responsibility for the Administration of the Department of the Navy
(b) SECNAVINST 5430.7J of 3 November 1971; Subj: Assignment of responsibilities to and among the Civilian Executive Assistants to the Secretary of the Navy
(c) SECNAVINST 5000.16D of 8 January 1970; Subj: Policy, Roles, and Responsibilities within the Department of the Navy for Implementation of the DOD Planning, Programming and Budgeting System (PPBS)
(d) SECNAVINST 5730.11B of 5 February 1970; Subj: Support of Department of the Navy requests to the Congress for authorization of appropriations for procurement of aircraft, missiles, naval vessels, RDT&E, tracked combat vehicles, and other weapons, and for authorization of the personnel strength of the Reserve components

1. Purpose. In accordance with reference (a), this instruction prescribes the mission and functions of the Office of Program Appraisal.

2. Cancellation. SECNAV Instruction 5430.60A of 4 January 1968 is hereby superseded.

3. Organization. As specified in reference (b), the Office of Program Appraisal is a staff office under the immediate supervision of the Secretary of the Navy.

4. Mission. The Office of Program Appraisal will provide the Secretary of the Navy with a small appraisal staff to assist him in assuring that existing and proposed Navy and Marine Corps programs provide the optimum means of achieving the objectives of the Department of the Navy.



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5. Functions. The Office of Program Appraisal will:

a. Analyze the validity, adequacy, feasibility, and balance of proposed programs to achieve the objectives of the Department of the Navy in order to provide a basis for the Secretary to assess the overall direction and priority of effort within the Department of the Navy.

b. Conduct, or provide the guidelines for, and coordinate special studies as requested by the Secretary of the Navy and his Civilian Executive Assistants.

c. As required by reference (c), appraise and advise the Secretary of the Navy and his Civilian Executive Assistants on proposed documents, correspondence, and directives associated with the Planning, Programming, and Budgeting System and, when appropriate, arrange for briefings on these matters for the Secretariat staff. Present programming matters to the Secretary of the Navy for action and recommend for Secretarial signature such correspondence and directives as are necessary for the operation of the system.

d. Review and evaluate the responsiveness of the Department of the Navy programming system in meeting the needs of the Secretary, and present recommendations thereon, as required.

e. Analyze and appraise other correspondence, reports, and studies relating to current and proposed programs, and present recommendations thereon to the Secretary of the Navy and his Civilian Executive Assistants.

f. Comply with reference (d) concerning the annual Congressional appearances of the Secretary of the Navy in support of Department of the Navy requests for authorization and appropriation of funds for procurement, RDT&E, and manpower.

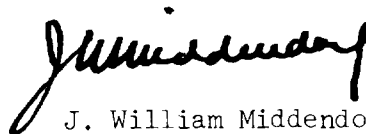
g. Prepare special analyses and reports as the Secretary of the Navy may direct.

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J. William Middendorf II
Secretary of the Navy